

1 **Board Member Attendees:** Scott Burns, Tim Dow, Deborah Brown, Jeff Savary, Anya Twarog, Susan
2 Hallett-Cook, Delaney Carrier, Paul Doucette and Chris Kneeland

3
4 **Absent Board Members:**

5
6 **Administration:** Daniel LeGallo – Superintendent; Amanda Bergquist – Business Administrator;
7 Carrie Charette – FHS Principal; Susan Blair – PSS Principal; Kevin Barbour – FMS Principal

8
9 **Others:** Franklin Residents/Teachers/Students (approximately 18 people) and Cathy Viau (School
10 Board Clerk)

11
12 **Call to Order by Tim Dow, Chairperson, at 6:32 PM.**

13
14 **Salute to the Flag**

15
16 Moment of silence taken in memory and recognition of the tragic events Santa Fe.

17
18 **National Anthem – Paul Bourgelais and 7 FHS Students**

19
20 Each of the Band/Chorus student's spoke about the music program at Franklin High School and how it
21 has positively impacted their lives. The impacts range from helping a student through turrets (music is
22 her therapy), overcoming fear of being in front of a crowd, helping each other getting through tough
23 times, like a family, great support system, fundraising opportunities in district and communities outside
24 of the district and so much more. They pleaded with the school board and administration to keep Mr.
25 Bourgelais position full-time and support the students in this ever growing and much needed program
26 for the students of the Franklin School District. They spoke about what they have learned and what
27 experiences they were able to participate in due to the expansive music program. Discussion was held
28 regarding a fundraiser which earned them \$800.

29
30 **MOTION:** Scott Burns moved to accept the \$800 raised by fundraising events, Susan Hallett-Cook
31 seconded.

32
33 **Motion Carried - Unanimous**

34
35 **Meeting Postings**

36
37 It was stated that the meeting agenda was posted at the SAU Office, Franklin Public Library, Franklin
38 City Hall, the three schools, and the website.

39
40 **PUBLIC PARTICIPATION** – Tim Dow shared that this section will be limited to 3 minutes per
41 person with a maximum of 30 minutes.

42
43 Mila Everett from the Lion's Club, an international service organization based on fundraising, they have
44 done such events as eyesight testing and providing free glasses for those students who need it. They
45 have also provided support to the music program (cleaning uniforms, instruments, and chaperones), and

1 any other assistance requested and needed. They are doing an International Art Contest and Essay
2 Writing and other services. On September 8 and 9 they will be hosting a Renaissance
3 Fair at Odell Park all money goes back into the community.

4
5 Kelly, parent, her son is part of the band/chorus. Stated it was her son's dream to play. She deeply
6 thanked Mr. Bourgelais and pled with the board to bring his position back to full time. She asked them
7 to check out the amazing program from High School.

8
9 Al Werner, Resident Ward III – former school board member, stated that funding is an issue here and
10 has been an issue for a long time. It is very frustrating. The state is also to blame for not properly
11 funding education and decreasing what is given, \$3,600 per student is not adequate. There is a need to
12 come up with a long term solution. He thanked the board and administration for all that they've done.
13 He also stated that we have great teachers here, some of the best.

14
15 Christina, student of Mr. Bourgelais, stated that students and parents have and still are writing letters
16 regarding the importance of music and Mr. Bourgelais remaining full time. He is someone that they
17 admire and look up to as well as a go to they have issue. He has had a great impact on the students and
18 the program here. One letter was given to the board this evening to look over.

19
20 Briana Fisher, Parent, stated it is mind blowing the impact that Mr. Bourgelais and his program have
21 done for her daughter. She stated it is lifesaving. Music is not only extracurricular for some of the
22 students but an outlet and treatment for many issues.

23
24 Caitlyn, student, stated that Mr. Bourgelais has impacted many families very deeply and is an important
25 asset.

26
27 Werner Horn, Ward II, stated that he attended the City Council meeting and told them to figure out how
28 they are going to give to the school. He thanked the board and administration for their diligence and
29 expressed his hope that the community comes out to City Council meeting in June to support funding
30 education.

31 32 **RECOGNITIONS**

33
34 Paul Doucette expressed his disappointment that this is the second meeting for which no City Council
35 Members assigned to the board did not attend.

36
37 Jeff Savary recognized the departure of Ellen Coulter from the district. She did a lot to promote literacy
38 and did a wonderful job with students.

39 40 ***Approval of Board Meeting Minutes – March 27 and April 16, 2018***

41
42 **MOTION:** Deborah Brown moved to approve the March 27 and April 16, 2018 Franklin School
43 Board Meeting minutes as presented, seconded by Susan Hallett-Cook.

44
45 **Motion Carried – Unanimous**

46

1
2 **WORK CAMP NEW ENGLAND PRESENTATION – Marcia Therrien**

3
4 Marcia Therrien provided the board with handouts about the Work Camp New England Program. It is a
5 faith-based program which provides two weeks of service to help out families in need with home
6 repairs. It is formed by teams of volunteers and students. It is a non-profit organization. Students do
7 pay tuition. There are two full-time staff members and 550 volunteers. Last year they worked on 67
8 homes free of charge. The requirement is that the resident must be a homeowner. They work with any
9 demographics even though they are faith based. There are about 50-100 students. They are looking to
10 use school facilities for housing and daily essentials. They work around summer programs. It is 5
11 students to every leader. They would like to service this community in July of 2020. They would need
12 use of 12-16 classrooms, showers and cafeteria. They are self-contained with a first aid person, night
13 time monitor, kitchen staff etc. They have a \$2 million insurance binder. Homeowners are required to
14 have their own insurance.

15
16 **MOTION:** Tim Dow moved to allow the Superintendent to move forward with the request and work
17 camp process, seconded by Paul Doucette.

18
19 **Motion Carried – Unanimous**

20
21 The next step is to go through the City Council Meeting in August/September.

22
23 A positive impact was shared by a board member whose neighbor received this service and were very
24 pleased.

25
26 **SUSAN BLAIR PRESENTATION – PSS HOUSES**

27
28 Susan Blair, Kelly Kneeland (Kindergarten Teacher), Mel Gross (3rd Grade Teacher) and Johanna
29 McMaster-Jones (Title I Teacher) came to present more information about the changes for next year –
30 Houses. Discussion was held regarding how they got here, teaching and learning changed needed,
31 consistent meetings, what is currently being done is not working so there is time for a change,
32 Handwriting Without Tears, PSS structure needed, large special education population, incorporation of
33 music, very successful, change of report cards, Fry words, LLI (leveled literacy intervention), mind set
34 shift, collaborative leadership model, do what is right for the kids, each professional is valued, about no
35 grades, make PSS a joyful learning place to be, success of Polar Express day, visit to Parker Varney who
36 is already doing this, importance of school wide events, no grades no grade, who is on the team, NG2,
37 what this will look like for each student, staffing for each house, impact and reduction on special
38 education and behavior referrals, effect on lunches, recess, etc., community building, plan for the move,
39 and more.

40
41 **OLD BUSINESS**

42
43 Finance Report – Amanda Bergquist, Business Administrator, stated that there is a need for approval of
44 a donation from United Way for Robotics of \$2,500.
45

1 **MOTION:** Scott Burns moved to approve the donation from United Way for Robotics in the amount
2 of \$2,500, seconded by Susan Hallett-Cook.

3
4 **Motion Carried – Unanimous**

5
6 The auditors were her last week and this week. We will be done with all audits including SAU.

7
8 Specialized Purchasing was used with a group of other districts. The Printing/Copier services went out
9 for bid. Four bids were received, Konica Minolta was chosen which our current vendor is also. There
10 are 57 copier/printers in the district of which 17 need to be replaced. The cost and what this includes was
11 discussed. Inquiry and discussion was had regarding what will happen to the remaining equipment not
12 being replaced (will they be reallocated); is there a code per individual in the district; does this include
13 toner and ink; how is this billed. They will be staying where they are. There is not a code per individual
14 for printing and copying. It does include ink and toner. They are billed biannually.

15
16 **MOTION:** Tim Dow motioned to move forward with the copier/printing bid for lease with Konica
17 Minolta for five years as presented by Amanda Bergquist, seconded by Paul Doucette.

18
19 **Motion Carried – Unanimous**

20
21 Daniel LeGallo introduced Jefferson Bramam as the new Business Administrator beginning July 2018.

22
23 ***Committee Reports***

24
25 Finance – Deborah Brown stated they met on May 11th and reviewed the finance report, status of audit,
26 energy audit project, and the budget was presented to the city, unexpected repairs. The next meeting is
27 June 6th at 6:30 PM at the SAU.

28
29 Tim Dow gave an update on the HUOT Agreement. The final draft after the advisory board made
30 changes was sent to the DOE to review and make any necessary corrections will be then be signed off
31 and move forward.

32
33 Strategic Planning – Susan Hallett Cook stated that they have a meeting coming up Wednesday. The
34 consultant will be coming out on June 9th. Discussion will be held regarding surveys, gap analysis, focal
35 points, and plan for the next five years.

36
37 ***Legislative Report*** – Werner Horn, Representative, Werner Horn spoke about dropout prevention and
38 the commissioner coming to the district wide musical, the next legislative meeting is tomorrow at 10 am,
39 on Wednesday and Thursday where they will be voting on legislation. There is a high need for public
40 and board feedback.

41
42 **NEW BUSINESS**

43
44 **Update from Superintendent**

45
46 Daniel LeGallo, Superintendent, went over some items from his written Superintendent's Report.

1 **MOTION:** Tim Dow moved to accept the Hannaford donation of \$1,000 for the FHS, seconded by
2 Paul Doucette.

3
4 **Motion Carried – Unanimous**

5
6 **MOTION:** Paul Doucette moved to accept the \$2,000 grant from Tanager Outlet for the PSS,
7 seconded by Scott Burns.

8
9 **Motion Carried – Unanimous**

10
11 **MOTION:** Paul Doucette moved to accept the following resignations with deep regret: Laurie
12 Ingham (FHS English Teacher), Helen Wells (PSS Guidance Counselor), Gary Budd (FMS Math
13 Teacher), Jessica Perkins (PSS Title I Teacher), Stephanie Ozog (FMS Special Education Teacher),
14 Brandon Pare (Intervention Counselor at PSS), Lauren Pearsall (FHS Art Teacher), Nicole Martin (FMS
15 Science Teacher), Jeff Jahn (FHS Science Teacher), Megan _____ (5th Grade FMS Teacher),
16 seconded by Jeff Savary.

17
18 **Motion Carried – Unanimous**

19
20 **Dropout Prevention Grant**

21
22 Discussion was held regarding the Dropout Prevention 2nd Project Grant. This is for \$125,000 through
23 June 30, 2019 related to drama as well as funds for costumes, advertisement for the district wide event.

24
25 **Senior Class Trip**

26
27 **MOTION:** Paul Doucette moved to approve the June 1-4, 2018 Senior Class Trip to Virginia Beach
28 as presented, seconded by Susan Hallett-Cook.

29
30 **Motion Carried – Unanimous**

31
32 **State Law Suit – School Funding**

33
34 Discussion was held regarding a Claremont III lawsuit which serveral school districts are talking about.
35 After much discussion of what this all means the board needs to make a decision as to whether or not
36 they want to move forward with the city on this. The attorney for this lawsuit approached the district
37 about this opportunity. Legal counsel has been informed and given their feedback.

38
39 **MOTION:** Tim Dow moved to allow the superintendent to move forward with the city manager on
40 June 13 at the public forum for this law suit, seconded by Deborah Brown.

41
42 **Motion Carried – Unanimous**

43
44 **FHS Program of Studies – will be brought back next month after the board has fully reviewed**

45
46 **Community Service Hours**

1
2 After much discussion of the number of hours previously required and what has been proposed, tracking
3 process, work waiver, creative ideas for obtaining hours, and how they are to be facilitated, it was
4 decided to keep at 40 hours thru 2019.

5
6 **MOTION:** Tim Dow moved to continue the number of community service hours of 40 hours through
7 2019 and increase to 60 by 2021 and the principal will come back to the board with a compiled listing of
8 options, seconded by Paul Doucette.

9
10 **Motion Carried – Unanimous**

11
12 Discussion was held regarding tutoring services and how this is tracked and reported and what is being
13 done to make this process more accurate and efficient.

14
15 ***Transportation Contract***

16
17 This contract has now been finalized as discussed in previous meetings.

18
19 ***Energy Contracts – EEI***

20
21 The attorneys have reviewed the energy contract and have signed off with EEI.

22
23 ***21st Century Grant - Update***

24
25 An update was given of all of the clubs and activities that have been implemented because of this grant
26 and all have been successful so far. A copy of the grant was given to the board to review.

27
28 **MOTION:** Tim Dow moved to approve Tim Welch as the O’Dell Program Teacher for the 2018-19
29 School Year as presented by the Superintendent, seconded by Deborah Brown.

30
31 **Motion Carried – Unanimous**

32
33 ***2014 Draft Report***

34
35 Paul Doucette left the room and recused himself from this agenda item due to conflict of interest.

36
37 Discussion was held that the district paid for this “Draft Updated Working Report for Franklin” report
38 dated 11/18/2014, but had never been finalized. The Report was in DRAFT form.

39
40 **Curriculum Report – Given to the board with their packet previously by Jule Finley and she was**
41 **not able to make it due to the production of the district wide musical.**

42
43 **PSS Principal**

44
45 Susan Blair, PSS Principal, gave a written and verbal explanation report to the board regarding the
46 following topics for Paul Smith Elementary School (dated May 21, 2018): Population; Kindergarten

1 enrollment of 75+ for September 2018; Caught Doing Good; First Grade Concert was held on May 10th;
2 presentation by the leadership team: Our Journey: A Focus on Teaching and Learning at PSS; Grant
3 Updates; Professional Development for PSS and FMS: and Upcoming Important Dates. Ms. Blair
4 shared the “Twas the Night Before Kindergarten” packet that will be sent home with the children when
5 they come for orientation which includes fun activities for the students. The number of kindergarten
6 students is steadily rising. The team is working on writing a grant thru FSB for \$20,000 for community
7 advancement. She had stated that there will be a Crafter’s Delight Fair coming up as they received an
8 abundance of donations and they are running out of room.

9 10 **FMS Principal Report**

11 Kevin Barbour, FMS Principal, gave a written report to the board, which included the following
12 information: Upcoming Events; Enrollment for May is 372; Fisher Cats Game; and Graduation for
13 Eighth Grade. Mr. Barbour shared more information regarding the third grade visit today; last week’s
14 amazing Philadelphia Field Trip and all of the wonderful things they had done and sites seen; next
15 Friday is the semi-formal with the theme “A Night in Paris” with help from many talented people the
16 area will be transformed. Some discussion was held regarding the pilot of “houses”. Parents were able to
17 sign their student up for that wing.

18 **FHS Principal’s Report**

19 Carrie Charette, FHS Principal, gave a written to the board regarding the following topics for Franklin
20 High School: FHS Welcome of the Class of 2022; monthly “Coffee with the Principal”; College Night;
21 Youth and Government Week; Annual Senior Class Blood Drive; FHS Band and Chorus; Gear-Up
22 Conference; Science State Testing; Student Led Portfolio; Prom and Chem Free; Early Release; Course
23 Requests for FWLIP, Winnisquam Ag, HUOT, and LRCC; and numerous recognitions. Discussion was
24 held regarding the successful Chem Free event at Smitty’s. There were several items for approval but
25 were done earlier in the meeting. The Program of Studies will be brought back next month. Discussion
26 was held regarding the “Caught being Golden” list.

27 28 **Late Items – None**

29 30 **POLICY –**

31
32 Anya Twarog explained the meaning of the letter that follows the policy: R = Required/Recommended
33 and O = Optional. These had not been listed previously.

34 35 ***Second Reading and Adoption Policies***

36
37 **MOTION:** Deborah Brown moved to approve for second reading and adoption the following
38 policies:

- 39 • On all policies update Category;
40 • EB – Joint Loss Management Committee (Also JLI) change the word “in-servicing” to be “in-
41 service”

- 1 • EBB/ADD- NEW – School Safety (Also ADD, EB) use the NHSBA Policy with the following
2 changes:
3 add the requested action from the Teachers Union of “Include an item, similar to #2, which states
4 “Procedures that ensure the safety/protection of the staff”; “Item # 10 include the wording “and
5 Staff” after students”
- 6 • EBBC – Emergency Care and First Aid – use the NHSBA but remove sections pertaining to
7 Naloxone/Narcan and Opioid Antagonists
- 8 • EBC – Crisis Prevention and Response (Also EB/EBCA/JICK) – NEW – from the last sentence of
9 the second paragraph remove “Division of Homeland Security and Emergency Management,
10 Department of Safety”
- 11 • EBCA – Emergency Plans – replace with the NHSBA Policy
- 12 • EBCC – Bomb Threats – replace with NHSBA policy
- 13 • EBCE – School Closing – NEW – Paragraph 1 – change “Assistant Superintendent or School Board
14 Chairperson” to “Superintendent’s designee”; paragraph 2 – change “kindergarten” to “preschool”;
15 paragraph 5 – remove the last sentence “Schools and offices should plan and communicate alternate
16 dates and times to hold programs or events.”; the last paragraph add “/guardians” following
17 “parents”.
- 18 • EBCF – Pandemic/Epidemic Emergencies – NEW- use as is
- 19 • EC – Buildings and Grounds Management – NEW – use as is
- 20 • ECA – Buildings and Grounds Security – NEW – use as is
- 21 • ECAB – Access to Buildings – NEW – in paragraph 1 - change “keys” to “keycards” and remove
22 “or building Principal” and replace with “and/or the Buildings and Grounds Director”
- 23 • ECAF – Audio and Video Surveillance on School Buses – replace with the NHSBA Policy
- 24 • ECF – Energy Conservation – NEW – remove #3 – “Energy management on his/her campus will be
25 made a part of the principal’s annual evaluation;” and remove #5 “Administrative regulations to
26 implement this policy will be developed by the superintendent.”
- 27 • EDC – Authorized Use of School-Owned Materials & Equipment – NEW – paragraph 2 – replace
28 “Board” with “Superintendent or Designee”
- 29 • Replace our EDCA – Employee Use of Cellular Telephones with the NHSBA policy EDCA –
30 Employee Use of Electronic Communication Devices – in paragraph 7 remove “Students and”
- 31 • EEA – Student Transportation Services – replace with the NSHBA Policy
- 32 • EEAA – Video and Audio Surveillance on School Property – replace with the NSHBA Policy
- 33 • EEAEA – Mandatory Drug and Alcohol Testing – School Bus Drivers – tabled as the
34 Superintendent will be looking into further, seconded by Susan Hallett-Cook.

35
36 **Motion Carried – Unanimous**

37
38 The Policy Committee did not have a meeting in May.

39
40 **PUBLIC PARTICIATION – None**

41
42 **Non-Public Session**

43

1 **MOTION:** Tim Dow moved to have the Board go into nonpublic session to act upon matters
2 referenced in the following provisions of RSA 91-A: 3 II a (personnel) at 8:52 PM, seconded by Paul
3 Doucette.

4
5 **Roll Call Vote – All in Favor**
6 **Motion Carried – Unanimous**

7
8 Discussion of personnel matters.

9
10 **MOTION:** Tim Dow moved to come out of non-public session and return to public session at 9:05
11 PM, seconded by Scott Burns.

12
13 **Roll Call Vote – All in Favor**
14 **Motion Carried – Unanimous**

15
16 **Adjournment**

17
18 **MOTION:** Tim Dow moved to adjourn at 9:07 PM, seconded Paul Doucette.

19
20 **Motion Carried – Unanimous**

21